

PROFORMA FOR PLACING THE REQUISITION FOR STAFF WITH THE SUBORDINATE
SERVICE SELECTION BOARD, PUNJAB, CHANDIGARH

Name of the Department and its location		ਡਾਇਰੈਕਟਰ ਤਕਨੀਕੀ ਸਿੱਖਿਆ ਅਤੇ ਉਦਯੋਗਿਕ ਸਿਖਲਾਈ ਵਿਭਾਗ, (ਉਦਯੋਗਿਕ ਸਿਖਲਾਈ ਵਿੰਗ) ਪਲਾਟ ਨੰ: 1-ਏ ਸੈਕਟਰ, 36 ਚੰਡੀਗੜ੍ਹ।
1	Name of the post	ਹੋਸਟਲ ਸੁਪਰਡੈਂਟ--ਕਮ-ਪੀ.ਟੀ.ਆਈ.
2	Scale of Pay	29200/-
3	Allowances	ਸਰਕਾਰ ਦੀਆਂ ਸਮੇਂ ਸਮੇਂ ਤੇ ਜਾਰੀ ਹੋਵਾਂਗੀ ਅਨੁਸਾਰ
4	Limit (categories for which upper age limit is relaxable be stated)	ਸਰਕਾਰ ਦੀਆਂ ਸਮੇਂ ਸਮੇਂ ਤੇ ਜਾਰੀ ਹੋਵਾਂਗੀ ਅਨੁਸਾਰ.
5	Eligibility of sex:-	ਦੋਵਾਂ ਲਈ (ਪੁਰਸ਼ ਅਤੇ ਇਸਤਰੀ)
(a)	No. of vacancies at Headquarters.	ਕੋਈ ਨਹੀਂ
(b)	No. of vacancies at Sub-offices.	31
6	(List of offices with location to be appended)	
7	No. of vacancies:-	
(b)	Regular/Temporary (posts continuing from year to year basis).	--
(c)	Temporary (period for which posts exist to be specified),	--
(d)	Total no. of posts	31 (10 Posts Reserved for women)
8	(a) No. of Vacancies for General Category	13
9	(a) No. of vacancies reserved for:-	07
(i)	Mazbi Sikhs/Balmiki.	03
(ii)	Others Scheduled castes/Tribes.	04 (SC Others)
(b)	Whether others are eligible in case of suitable candidates belonging to scheduled castes/tribes are not available?	-
If so, whether no objection certificate from the department of social welfare		-

	obtained?	
10	(a) No. of vacancies reserved for backward classes;	03
	(b) Whether others are eligible in case of suitable candidates belonging to backward classes are not available, if so whether no objection certificate from the department of social welfare obtained?	--
11	(a) No. of vacancies reserved for Ex-Army personnel.	04 General (ExSM) = 03 SC ExSM = 01
	(b) Whether others are eligible in case of Ex-Army personnel are not available, if so whether no objection certificate from the department of Defence Services Welfare has been obtained.	--
12	No. of vacancies reserved for Physically handicapped person.	
13	No. of vacancies reserved for freedom fighter/department of freedom fighters.	--
14	No. of vacancies reserved for sportsman/woman.	01
15	No. of Economically Weaker Section.	03
16	Qualified/Experience as prescribed in the Department Service Rules (Certified copy of relevant rules be attached or in the absence of Service Rules a copy of the order laying own the principles of the recruitment determined in consultation with the Punjab Public Service Commission and Department of Personnel and General Administration be attached.	(i) Should be Matriculate in second division or should pass 10+2 from recognized university or institution; (ii) Should possess a certificate in Physical Education (C.P.Ed.) from a recognized university or institution preference shall be given to a person possessing a Diploma in Physical Education from a recognized university or institution; and (iii) Should possess working a experience for a minimum period of two years in the line.

17	(a) Academic (Indicate Division if necessary.)	
	(b) Technical.	
	(c) Whether knowledge of Punjabi/English typing is essential in the case of Clerks? If so mention its speed as prescribed in the Departmental Services Rules.	
18	If Govt. employees are eligible to apply? State the age limit for the.	ਸਰਕਾਰ ਦੀਆਂ ਸਮੇ ਸਮੇ ਤੇ ਜਾਰੀ ਹਵਾਲਤਦਾ ਅਨੁਸਾਰ
19	Actual date from which the candidates are required.	

It is certified that the posts in question as per Service Rules fall in the quota of

direct recruitment

[Signature]
 Deputy Director
 Directorate Technical
 Industrial Training, Punjab

Note 1: All correction and alterations in the proforma should be initiated by the Department or the Authority making the requisition.

Note 2: Demand for the posts of Hostel Superintendent should be indicated separately in column no.2.

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[Signature]
 Director
 Industrial Training